



Downtown Mall Use
Special Event & Amplified Sound Permit

Issued by the City of Springfield, MO

Springfield Craft Beer Bash

Approved event scheduled for:

Date: August 21, 2021
(August 22, Rain Date)
Time: 12:00 – 5:00 p.m.
Location: Park Central Square
Est. Attendance: 500

Approved by:

Sharon Spain

Special Event Permit Coordinator

Date Approved:

4/19/21

CONDITIONS:

- Event must comply with most current recovery orders involving masking and social distancing. **(Contact tracing information is not required at this time.)**
- **Capacity of event space is limited to 1,719 individuals at one time.** Monitoring of crowd size is required so as not to exceed capacity limit.
- Picnic/catering letter has been issued.
- Non-profit solicitation license has been issued.
- **Type 3 Barricades are required** and must be provided and placed by the event organizer to close the square and spur roads for the event.
- If barricades are required for road closures and they must be readily movable in the event of an emergency to allow emergency vehicles to enter the area.
- Fire Lanes must be maintained in the event area.
- An Emergency Action Plan (EAP) must be created and communicated to all staff members working at the event. This EAP must cover situations such as, but not limited to, inclement weather and violent acts occurring during the event. (Questions regarding this requirement shall be directed to Battalion Chief W. Spence, Bureau of Fire Prevention, at 417-864-2348 or by email at bspence@springfieldmo.gov)

Craft Beer Bash



Capacity = 1,719

103,165 sq. ft. / 30 = 3,438

3,438 x .50 = 1,719

Spain, Sharon

From: noreply@civicplus.com
Sent: Monday, March 22, 2021 11:05 AM
To: Spain, Sharon
Subject: Online Form Submittal: Special Event Permit Application

****CAUTION**** This email originated from outside the organization. Do not open attachments or click links from sources you do not know and trust.

Special Event Permit Application

City of Springfield Special Event Permit Application

All proposed events on private property that require a Special Event and/or Amplified Sound Permit must have an approved risk mitigation plan in place to reduce the threat of potential spread of the coronavirus.

The mitigation plans shall at minimum include, but not be limited to, the following guidelines:

Describe the measures that will be put into place to ensure CDC guidelines for physical distancing of people at 6 feet apart.

We will place all booths a minimum of 6 ft apart and ensure individuals are 6 ft apart through volunteers

Describe the measures that will be put into place to ensure CDC guidelines for cleaning and sanitizing any public spaces.

We will provide hand sanitation as well as cleaner for each booth

Do you agree to provide a complete list of all people working, volunteering and to the largest extent possible, attending the event to include name, phone number, and county of residence within 24 hours of the event's conclusion?

Yes

Organization Name

HOPE Foundation

Address	PO Box 1642 Springfield MO 65801
Contact Name	Kandice White
E-mail Address	knwhite@askforhope.org
Home or Desk Phone	417-849-7735
Cell Phone	417-840-7735
Fax	4174292950
Second Contact Person	Field not completed.
E-mail Address	Field not completed.
Home or Desk Phone	Field not completed.
Cell Phone	Field not completed.
Fax	Field not completed.
Promoter, if different from Organization, & Address	Field not completed.
E-mail Address	Field not completed.
Home or Desk Phone	Field not completed.
Cell Phone	Field not completed.
Fax	Field not completed.
Event Information	
Event Name	Springfield Craft Beer ^{Bash} Bayfest
Event Description	Charity (501(c)3 documentation required)
Please upload 501(c)(3) documentation if required.	501c3 Tax ID.pdf
If you checked Other above, please describe.	Field not completed.
Event Date(s)	08/21/21
Alternate Event Date(s)	08/2 1 9/21
Event Location	Street

Renting the Springfield Expo Center Lot (Please reserve 4-6 weeks in advance)
Use of the vacant lot at 735 E. Trafficway, requires a \$1,000 rental contract,
certificate of insurance for a \$1 million general liability policy naming the City as an
additional insured and the completion of a hold harmless agreement for any action
arising out of your use of the property. If liquor is sold or served, please request a
letter from the City Manager granting permission for such use on public property.
Once that permission is granted, the City Licensing Department is notified and will
proceed with the liquor catering/picnic license process. The state will issue that
license. This entire process could take 5-10 business days. Liquor Liability (\$1
million policy) For events selling or serving alcohol, each liquor vendor is required
to provide liquor liability insurance naming the City as an additional insured is
required. A third party agreement may be required with your liquor vendor.

Name of Park and/or Street The Square

Event Address & Zip Park Central

Note: If this event will take place solely in a Springfield-Greene County Park, please
call 417-864-1049 to reserve the park facilities.

Is this a charity event? Yes

Organization benefiting
from proceeds HOPE Foundation
Kandice White
417-840-7735

% of proceeds being
donated 100

Is this a first-time event? No

If no, what was the last year
the event was held? no

Please list any variations
from the last year the event
was held. The event will be like 2019 as it was not held in 2020 due to
Covid with the exception of the Covid restrictions

Event Operations

Event Set Up Starts: 8/21/2021 9:00 AM

Event Set Up Complete By: 8/21/2021 12:00 PM

Event Start: 8/21/2021 12:00 PM

Event Close: 8/21/2021 5:00 PM

Event Teardown Starts: 8/21/2021 5:00 PM

Event Teardown Complete 8/21/2021 7:00 PM

By:

Estimated Attendance Per Day 500

Will this event be open to the public? Yes

Will you be charging admission? Yes

Will you be accepting donations? Yes

Are you wanting to close a City street for your event? Yes

Please indicate the street(s)/cross streets(s) you propose to close and what dates and times. The entire square.

From: 8/21/2021 9:00 AM

To: 8/21/2021 7:00 PM

Upload Event Route *Field not completed.*

Food will be Neither

How will food be prepared? *Field not completed.*

Please list the contact information for each temporary food vendor that plans to serve food at the event.

Food Vendor 1: *Field not completed.*

Contact name *Field not completed.*

Mobile phone number *Field not completed.*

E-mail address *Field not completed.*

Will more than one food vendor be serving food at the event? *Field not completed.*

Will electricity be provided to the food vendors? *Field not completed.*

Will alcoholic beverages be available at your event?	Yes
Alcoholic beverages will be	Given away
What type of alcoholic beverages?	Beer, Wine
Please provide the address at which alcohol will be sold, given away and/or consumed.	Park Central Square
Name of business or organization that will be responsible for obtaining any necessary liquor permits, such as catering or picnic permits from the state of Missouri.	HOPE Foundation
Alcohol Will Be Served From:	8/21/2021 12:00 PM
To:	8/21/2021 5:00 PM
<p>City of Springfield Noise Standards (a) <i>Maximum noise level.</i> No operation or activity shall cause or create noise in excess of the sound levels prescribed below. (b) <i>Sound level standards.</i> The maximum permitted sound level shall be at a volume so as to not unreasonably and knowingly disturb or alarm another person or persons by loud noise. (c) <i>Variations and exemptions.</i> 1. The following uses and activities shall be exempt from the sound level standards: a. Noises not directly under the control of the property user; b. Noises emanating from construction and maintenance activities between 7:00 a.m. and 11:00 p.m.; c. The noises of safety signals, warning devices, emergency pressure relief valves and emergency electric generators; and d. Noises from moving sources such as automobiles and trucks on public right-of-way, railroad equipment on railroad right-of-way and railroad spurs on private property, and airplanes.</p>	
Will there be live entertainment, music or amplified sound at your event?	Yes
If so, will stages be built?	No
How many?	Field not completed.
Performances will start	8/21/2021 12:00 PM
and conclude	8/21/2021 5:00 PM

Will tents be erected for
your event?

No

If you checked Yes,

[click here to view tent permits and guidelines and to fill out an application for a tent permit.](#)

Will additional electrical
wiring be installed for the
event?

No

How will you get electricity
to your event?

Utility power

Will access to water be
required for the event?

No

Will restroom facilities be
required for the event?

No

Have you arranged for
security at your event?

No

If so, who will be providing
security? Please provide
Organization, Address and
Phone.

Field not completed.

Note: Applicant is responsible for security personnel for the duration of the event. The number of security officers or police officers will be determined by the Springfield Police Department based on the nature of the event. Please contact the Police Department at 864-1727 for questions or clarification.

Describe your plans for
Emergency Medical
Services.

We will call 911

Describe your plans for
event trash removal, as well
as any organizations or
persons directly involved
with this aspect of the
event.

WCA will provide trash service and will be removing the trash

Describe your plans for
food-vendor wastewater
disposal, as well as any
organizations or persons
directly involved with this
aspect of the event.

IF we have a food vendor they will handle all that themselves.

Note: Additional City Permits/Licenses/Insurance Certificates may be required. Applicant is responsible for obtaining all additional permits/licenses/insurance

certificates required upon issuance of this use permit. Applicant must check and agree to abide by the following conditions to obtain this permit.

CLEAN UP I agree

INSURANCE I agree

Your event may qualify for insurance through the TULIP Program, which provides low cost general liability insurance to "third party" users of various venues and facilities for events. It protects both the user and the facility against claims by guests who may be injured as a result of attending an event.

[Read more about TULIP and how to get a policy.](#)

UPLOAD Certificate of Insurance

[NBP1556024C_Original.pdf](#)

INDEMNITY I agree

CITY CODES/PERMITS I agree

CONDUCT/NUISANCES I agree

UPLOAD Event Site Map or Sketch here. *Field not completed.*

HOLD HARMLESS AGREEMENT

[Download](#)

UPLOAD signed Hold Harmless Agreement (if required)

[hold harmless.pdf](#)

Signature

By checking this box and typing my name below, I am electronically submitting my signature.

First Name

Kandice

Middle Initial

N

Last Name

White

If you have questions regarding an event or this application, please contact Sharon Spain, Special Event Permit Coordinator, in the Department of Public Information, at 417-864-1105 or sspain@springfieldmo.gov.